



City of Fayetteville

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MAYOR
Edward Johnson

COUNCIL
Scott Stacy, Mayor
Pro Tem
Kathleen Brewer
Paul C. Oddo, Jr.,
Harlan Shirley
James B. Williams

CITY MANAGER
Ray Gibson

CITY CLERK
Anne Barksdale

August 2, 2016

TO: Honorable Mayor and City Council

FROM: Ray Gibson, AICP, City Manager

SUBJECT: CITY MANAGER'S WEEKLY REPORT: July 25th through July 31st

CITY ADMINISTRATION

- Held a meeting with Police Department Major Jeff McMullan on Tuesday, July 26th to discuss organizational matters.
- Held a meeting with Public Services Director Chris Hindman and Water & Sewer Manager Doug Gonsalves on Tuesday, July 26th to discuss organizational matters and proposed water and sewer upgrades.
- Held a meeting with carnival organizer Lawrence Carr on Tuesday, July 26th regarding the possibility of holding a Fall fair within the city.
- Held a meeting with Municipal Advisor Tony King from Kidwell & Company on Tuesday, July 26th to discuss existing and proposed city revenue bonds. Also in attendance was Finance & Administrative Services Director Mike Bush.
- Attended a meeting at the site of Merrill Chapel UMC on Thursday, July 28th to discuss the proposed ground sign location. Also in attendance were Building Official Greg Taliercio and Code Enforcement Officer Miguel Pabon.
- Attended a meeting with Rick Halbert on Thursday, July 28th to discuss some permitting issues with the first phase of the Pinewood Forrest development.
- Attended a meeting with Len Gough from Promaker Development, Bill Foley from Foley Design Group, and Dave Dixon from NorSouth Development on Thursday, July 28th to discuss the potential development of property adjacent to the Villages Subdivision currently owned by the Searles Group.
- Held a meeting with Marcelo Ariola from Core Civic on Thursday, July 28th to discuss the downtown master plan and to further discuss a new City Hall. Also in attendance were Council Member Harlan Shirley and Finance & Administrative Services Director Mike Bush.
- Worked on various projects throughout the week including thorough review and coordination regarding the Southside Development Plan and Fayette Ventures rezoning/annexation proposal.

- Worked on personnel matters throughout the week and met with attorney Grady Dukes on Thursday, July 28th regarding one of the personnel matters.

FINANCE & ADMINISTRATIVE SERVICES

Finance

- Cleaning up 2016 Budget departmental line items.
- Preparing for Year End close out.
- New Software countdown continued with staff completing final review on Financial Management prior to going live on August 1, 2016.

Accounts Payable

- Keyed payment data for 126 invoices and processed payments to 83 vendors.
- Prepared 92 current week checks for pick up/mailing.
- Reviewed current incoming invoices and receivables.

Occupational Tax

- Received one (1) new business application.
- Collected \$2,047.38 for 2015 delinquent and new licenses.
- Collected \$65.45 from the Beer, Wine & Liquor Tax
- Entered payments into the A/S 400 System.
- Submitted the financial post, edit and balance reports.

Payroll

- QBA Gross Earnings Report for Pay Date: 7/28/2016
 - Check Count: 159
 - Regular Weekly Payroll: 4
- Total Payroll: \$186,288.54

Utility Billing

- Assessed late fees to delinquent accounts.
- Established Water and Sewer service for 29 new customers
- Billed out to 3,222 customers.
- Issued 6 Work Orders
- Received \$112,739.25 in Water and Sewer revenues

Court

- # of citations received: 56
- # of warrants issued (FTA & VOP): 0
- # of citations (FTA) sent to DDS: 17
- # of scheduled arraignment cases: 98
- # of scheduled trial cases: 24
- Total amount collected for the week: \$19,664.43

INFORMATION TECHNOLOGY

GIS Projects

- Resized Future Land Use Map(FLU).
- Resized the Official Zoning Map.
- Updated the Official Zoning Map.
- Completed The Ridge Nature Area maps for Southern Conservation Trust.

Technology Projects

- Setup 2 new desktops for new Finance employees.
- Ran network cable for new printer location.
- Worked on the Rebranding project.
- GL Data conversion data corrected and sent to New World.
- Business License Data conversion data corrected and sent to New World.

Police Technology Projects

- Archived 1 months of icop videos to storage.
- Downloaded 12 icop drives.
- Downloaded 25 body cameras.
- Archived body camera video to cloud storage.
- Performed maintenance on cloud storage server.
- Performed maintenance on the body camera server.
- Re-loaded 1 desktop computer.

Open Records Request

- DVD Request of traffic stops and investigations: **23**

Web Site Visits for the Week

- Total pages viewed: **10,883**
- Total unique pages viewed: **8,183** (Excludes Repeated Pages viewed)
- Average time spent on each page: **53 Seconds**
- Top 10 City Web Pages

1.	Official Website Main Page	1,906	17.07%
2.	Jobs	667	6.07%
3.	Events	436	4.01%
4.	Government	336	3.09%
5.	On-Line Payments	296	2.72%
6.	Police	289	2.66%
7.	Residence	287	2.64%
8.	I Want To:	259	2.38%
9.	Search	245	2.25%
10.	City Departments	238	2.19%

- Facebook Insights
 - Total Page Likes (Fans) 5,712
 - Total Reached 1841
 - People Engaged 227

- Fans
 - Women **77%**
 - Men **23%**

ECONOMIC DEVELOPMENT

Economic Development

- Detailed contract review with the Global Web Advisors staff regarding their scope of services for rebranding and website development.
- Attended a meeting with Noell Consulting Group to review the findings of the Mixed-Use Market Analysis for downtown Fayetteville.
- Prepared documents for Council approval of (a) projects and expenditures from the Hotel/Motel tax revenues, and (b) the annual CIE update for the Dept. of Community Affairs.
- Toured the City of Opelika, AL to review best practices in their City on Monday, July 25th.
- Spoke at the quarterly meeting of Fayette County Board of Realtors on July 26th to discuss development in Fayetteville.
- Met with Brock Morman, who represents the Sams family estate, regarding their interest in working with the City on the future of their property. They are putting together requested info for our consideration.

Main Street

- Prepared for the concert July 30th “The Guess Who” concert.
- Mailed out Save the Date notices for the upcoming Main Street golf tournament on October 7th.

Downtown Development Authority

- Planning & Zoning approved the Special Exception for Gremlin Growlers at the 101 S. Glynn Street building.

COMMUNITY DEVELOPMENT

Planning & Zoning

- Planning and Zoning Commission meeting was held on Thursday, July 28th.
- Handled multiple customer/public inquiries for zoning uses.
- Began organizing the office areas of the Planning and Zoning department and file room.

Building

- Number of Building Inspections Performed: **165**
- Number of Permits Issued: **20**
 - **5:** Building
 - Commercial Repair/Remodel: 2
 - Commercial New: **0**
 - Residential Repair/Remodel: 1
 - Residential New: 2
 - **0:** Demolition

- **4:** Mechanical
- **0:** Utility Restoration
- **5:** Foundation Only
- **3:** Electrical
- **3:** Plumbing
- **0:** Land Disturbance
- **0:** Fence
- **0:** Pool
- **0:** Low Voltage
- **0:** Construction Trailer
- Plans Received: **1**
 - Commercial Repair/Remodel: **1**
 - Commercial New: **0**
 - Residential Repair/Remodel: **0**
 - Residential New: **0**

Code Enforcement

- Total Inspections: **48**
 - Proactive: **37**
 - Complaint: **11**
- Verbal Warnings: **8**
- Written Warnings: **2**
- Notice of Violations: **6**
- Stop Work Orders: **1**
- Citations Issued: **0**

PUBLIC SERVICES (Sanitation, Stormwater, Water, Waste Water/Sewer, Public Works)

Public Works

- Cleaned City Hall and the Police Department.
- Cut and maintained the following areas:
 - White Road
 - Highway 85 North
 - Train Depot
 - Church Street Park
 - New Hope Road
 - Highway 85 South
 - Lee Street
 - Beauregard Boulevard
 - Highway 54 West
 - Southern Ground Amphitheater
 - City Hall
 - Dickson Springs Park
- Completed sidewalk repair at Pinevale Court, Habersham Townhomes, and Commerce Drive.

- Helped City Hall with clean-up efforts.
- Helped with set-up and tear down for the City luncheon.

Sewage Department

- Average daily flow treated is 2.108 million gallons per day.
- Performed weekly maintenance at 26 lift stations sites.
- Responded to 1 sewer backup.

Water Department

- Average daily flow of 1.711 of system demand.
- Installed 2 new meters.
- Repaired 11 water leaks.
- Worked with 92/Hood contractor to install two insta-valves.

Utility Locates

- Located the water and sewer for 100 utility locate tickets.

POLICE DEPARTMENT

Among the numerous calls for service the **Patrol Division** handles; these are some of the highlights:

- **Burglary**: Patrol units responded to the area of Monmouth Drive in reference to a burglary of a residence. Entry was made through the garage door. No one was at home at the time of the break-in. Several items taken from the residence. CSI was notified.
- **Burglary**: Patrol units responded to the area of Tidal Wave Car Wash in reference to a burglary of the business. The cash register till was taken from the scene. Video was captured of the suspect. The suspect is believed to have committed several other break-ins in Peachtree City. CID and CSI were notified.
- **Threats**: Patrol units responded to the area of Meadowbrook Ct to assist family members of a mentally ill female. FVPD was able to talk her into voluntarily committing herself to Piedmont Fayette hospital for treatment without incident.
- **Shoplifting/Obstruction**: Patrol units responded to the area of Old Navy in reference to a female subject shoplifting a large amount of clothing. She was arrested after a short foot chase in the area of Roberts's Road.
- Numerous arrest for traffic offenses (6), DUI (4)
- Several Arrest for shoplifting (7)
- 2 Wanted persons located
- Several arrest for offenses not listed above (8)

Training Division

- Registered five officers for training classes at various locations.

Community Events

- Multiple Officers assisted with the Back to School Expo at Stonewall Village.

- Chief and Lt. Whitlow participated in the Public Safety Forum at the Peachtree City Christian Church.
- Officers assisted with the DFACS Family Day.

Criminal Investigations

- Detectives responded to the burglary at the car wash and are working with PTC PD to ID the suspect.
- **Weekly Stats:**
 - Investigations assigned **10** cases this week.
 - Investigations cleared **1** case this week.

Office of Professional Standards

- Our Accreditation Manager attended the Summer CALEA Conference in Baltimore, MD.
- OPS personnel assisted with the DFACS Family day.
- The front office answered 134 phone calls, handled 58 walk-ins, referred 24 accident reports and 10 incident reports. They processed 14 alcohol IDs and 3 impound releases, ran 7 backgrounds, 18 tags and 18 VINs.

FIRE DEPARTMENT

Operations

- Incidents: Units responded to 47 emergency calls for service during the week.
 - Significant Alarms: On July 31 at 5:05 PM, fire units responded to Weatherly Walk Apartments, Apartment 901, for a reported kitchen fire. Battalion 9 arrived on scene first and assumed command. Battalion 9 investigated and found a pan of grease burning on the stove top; Battalion 9 removed the pan to the outside of the apartment to eliminate the hazard. Arriving fire units checked for signs of fire extension and ventilated the apartments to remove smoke. Battalion 9 suffered a small 2nd degree burn to his hand when removing the pan of burning grease.
- Projects/Training:
 - Attended a visit to Opelika, AL, to meet local officials and discuss their downtown planning efforts and their success stories.
 - Deputy Chief Linda Black served as a moderator for a panel discussion during the July 28th session of the 2016 Leadership Fayette Class.
 - Continued training on new financial software system.
 - Worked to close out expenses for FY 2016.
 - Continued work on department reorganization and job description changes.